



**SAN MATEO COUNTY
MOSQUITO ABATEMENT DISTRICT
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**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, JAN 11, 2006**

President Nickolas called the meeting to order at 7:00pm

TRUSTEES PRESENT:

Ronald Anderson	Leon Nickolas
Robert Blake	Lawrence Peterson
Valentina Cogoni	Dennis Preger
Joseph Fil	Robert Riechel
Roland Finley	Betsy Schneider
Raymond Honan	Richard Tagg
Robert Maynard	Lawrence Vallerga

TRUSTEES ABSENT:

Robert Bury	Doris Kellett
John Curtis	
Victoria Feng	

STAFF PRESENT:

Robert Gay, District Manager
Karen Williams, Clerk of the Board
James Counts, Field Operations Supervisor
Chindi Peavey, Vector Ecologist

GUESTS/SPEAKERS PRESENT:

None

Pledge of Allegiance

Public Input on Non Agendized Items

No one was present from the general public to address the Board

Consent Calendar

MOTION: Approve the consent calendar, which consisted of the list of expenditures for November and December, revenue received for November and December, and the Minutes from the November 09, 2005 Board meeting. Peterson/Preger, carried unanimously.

District Programs/Staff Reports

Fish Pond/Parking Garage Construction Project

Manager Gay reported on the building project. The project is moving forward. The metal building is up. The wastewater treatment unit and power washer are in the building. The rough plumbing and rough electrical are completed. The underground is completed with the electrical, water, gas, and conduit lines. The storm water and sewers are completed. The rollup doors are completed. The air compressor is installed. The workbenches are installed. The fire-rated wall is completed. All sheetrock is completed. The sewage injector has been installed for second time and completed. During the recent rainstorm, it had floated out of the ground. Now it is cemented in place and will not be lifting any time soon. The water line is connected from the shop to the new building. The bathroom tile floor and baseboard is completed. The lockers are installed. A special FRP wall board is ordered and will be installed next week. The asphalt for the parking area will go in depending on rain.

Lab Services

Chindi Peavey reported on the activities of the lab staff. The District's CO2 trap program is in full swing. For this time of year, an unusual number of *Culex pipiens* have been found. With all of the recent rains, the storm drains have been flushed out but standing water under homes in some areas are keeping them protected from the elements, which allows them to continue their life cycle. Two species known for vicious day biting, *Aedes washinoi* and *Aedes squamiger* are turning up in the larval samples that are being collected. These two species have been located at Bair Island in Redwood City and along the coast area in fresh water marshes. The technicians are addressing their efforts in these areas to lower the populations and prevent further breeding.

The staff are preparing for the presentations at the 2006 MVCAC Annual Meeting in Reno. The speakers and topics are:

James Counts, Field Operations Supervisor, will be discussing the emergence and control of *Culex erythrothorax* mosquitoes in cattail marshes in urban areas of San Mateo County.

Cheryl Sebay, Mosquito Control Technician, will discuss the use of the larvicide, Vectolex WSP, in residential fishponds.

Kim Keyser, Mosquito Control Technician, will discuss the control of invasive cord grass in tidal salt marsh of the San Francisco Bay.

Jacob Niebaum, Mosquito Control Technician, will discuss prevention of injuries of the back and shoulder that may affect technicians in the course of their work.

Chindi Peavey, Vector Ecologist, will discuss the re-emergence of summer salt marsh mosquitoes in San Mateo County after a 15 year absence.

The Lab staff has been participating in tick surveillance in numerous County parks. With the assistance of the Operations staff, over 700 ticks have been collected this month and are being dissected and tested to determine the Lyme disease exposure in San Mateo County. The Parks Departments have been extremely supportive of the efforts of the District with tick collection and are interested in pursuing the use of materials to control ticks on public trails.

The District will have a booth at the San Francisco Flower and Garden Show at the Cow Palace on March 15-19, 2006. Alameda County Mosquito Abatement District will be assisting with the booth. Flyers and brochures were handed out and everyone was encouraged to attend.

A meeting of the Environmental Committee will need to be scheduled in the coming month. A date has not been set.

Field Operation Services

James Counts reported on the activities of the Operations department. Work has been underway on Bair Island in Redwood City to open up some channels to tidal flow. The original plan was to use explosives to loosen the dirt but the Sheriff's Department and the City of Redwood City had specific requirements regarding the usage of explosives in the aftermath of September 11, 2001 and have decided against its use at the Island. James and his staff have manually removed some levied areas and he will be presenting a PowerPoint presentation at the February 8th board meeting. In the past, the District had to treat 200 – 300 acres of standing water in this area. With tidal flow restored, it will bring the area down to approximately 100 acres requiring treatment, thus saving the District money in the long run.

Helicopter spraying of Bair Island should commence in the next two weeks.

Vehicle maintenance is underway and one of the Argos is requiring a large amount of work. The motor has blown and it will be approximately \$3,500.00 to replace it.

All of the newer technical staff have completed and passed 2 of the 4 parts of the required certification testing exam. Five of the newest staff members need to complete the final two parts of the exam. The next test is scheduled for May 2006.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on activities from the Mosquito and Vector Control Association of California (MVCAC). The 2006 MVCAC Annual Conference will be held in Reno, Nevada on January 29 through February 1, 2006. As stated previously, five staff members will be giving technical presentations. Eight trustees and the District Manager will also be attending. The District has arranged for everyone to travel by tour bus and Clerk Williams discussed the travel arrangements and reviewed the travel advances that were handed out.

Manager Gay reported that the locations for the MVCAC quarterly meetings for 2006 have been chosen. The locations are San Diego, Lake Tahoe, and Sacramento. The 2007 MVCAC annual meeting is tentatively scheduled for Fresno.

Recently passed legislation, AB 1234, will impact the District in regard to Trustees and required ethics training, Travel policies and reimbursements, and Trustee compensation. A letter was drafted by Attorney Dick Shanahan, in regard to the following:

- On ethics training, each trustee must receive two hours of training every two years and complete their first training this year.

California Special District Association is sponsoring a workshop on February 24th in South San Francisco to meeting the requirement of ethics training. Ten trustees have agreed to attend this workshop. The remaining trustees may attend training at the 2006 MVCAC Annual meeting in Reno or await another workshop date to be scheduled later.

- On trustee expense reimbursement, the district will need to adopt and implement a written expense reimbursement policy, and require the use of expense report forms and specific recordkeeping.

The District does already have a policy in place for this requirement but an upcoming Policy Committee meeting is scheduled for January 18, 2006 at 12:00pm. This policy will be included in the issues addressed at that meeting.

- On trustee compensation, we may not be able to compensate each trustee for each committee meeting at \$25 as previously adopted.

More information will follow on this issue.

MVCAC Legislative Day for next year has been scheduled. It will be Wednesday, April 26, 2006. The MVCAC Legislative Committee and the District Manager will attend meetings in Sacramento. Overnight stays may be needed to accommodate all of the meetings.

Mosquito Awareness week will be April 24th thru April 28, 2006. The District will contact each City to create proclamations to acknowledge this week. Notice will also go to the media and newspapers.

MVCAC donated money to Louisiana Mosquito and Vector Control in the aftermath of Hurricane Katrina. Their entire program was decimated and they gladly accepted our assistance.

American Mosquito Control Association

Clerk Williams reported on the upcoming AMCA Annual Meeting being held in Detroit Michigan on February 26th through March 2, 2006. The attendees are Trustee Roland Finley, Trustee Robert Maynard, Trustee Dennis Preger and Assistant Vector Ecologist Angela Rory.

Approval of the annual audit

Clerk Williams reported on the completion of the 2004-05 annual audit. Trustee Riechel submitted written questions prior to the board meeting regarding the statements of upcoming GASB requirements, which were reflected in the recent management letter submitted by the auditors. To answer how each of these items will effect the District's financial reporting, Jeff Ira, C.G. Uhlenberg LLP, addressed each item in writing as follows:

- GASB 40 This does not apply to our District. We do not have our own investments.

- GASB 42 The Auditors will sit down with Finance Administrator Williams at the 2006 audit to review the assets on file to determine if any are significantly out-dated but still retain a life value. No steps need to be taken at this time. This will have no significant impact.

Insurance recoveries will be treated differently. The Auditors will sit down with Finance Administrator Williams and discuss how to record insurance recoveries. No steps need to be taken at this time.

- GASB 43 Post Employment Benefits – This pertains to monies paid to retirees for benefits. The District will need to hire a company to do an actuarial study to determine cost and liability. This will take effect January 2009. Until then, Counties, Cities and large companies are in the process of this step so more information will be available as to how to choose a company for this process after many other places have gone through the process. No steps need to be taken at this time.

- GASB 46 This pertains to having a Citizens Group come in and require certain accounting and financial reporting requirements. At this time, this does not apply to us but Jeff said he would look into it, but we did not have to do anything at this time.

- GASB 47 Accounting for Termination Benefits - This pertains to employees who are terminated and paid anything above and beyond payroll (i.e. continuation of benefits or severance packages). A note will be made to the financial statements indicating that the person was terminated and what amounts they received outside of normal payroll. This will take effect on the upcoming 2005-06 audit.

California Special District Association – Local Chapter

MOTION: To approve Leon Nickolas, President, as District Representative to the local chapter of California Special District Association. Anderson/Preger, carried unanimously.

District Manager's Activity Report

Manager Gay reported on the following items:

- SCI Consulting Group has provided the enclosed timeline for preparing our assessment for 2006-2007.
- Stacey Montgomery, Great West Retirement Services was at the District today to meet with the newer employees and those interested in updating their deferred compensation plans.
- Status of Acquisition – 832 Barron Avenue, Redwood City. Our District Counsel has the value of the property reduced to \$375,000, which is a fair value for that area. Our next step is to contact the owner and negotiate a price. We are looking at purchasing the property in July. This allows us to use next year's funds.
- A new Continuing Education cycle has now started for all our certified staff. The new Coastal Region Coordinator is Dr. Bruce Kirkpatrick from Alameda County MAD. The new location for our seminars is the Officers Club, NAS Alameda and will start January 24 and 26th. Manager Gay will be coordinating the catering.
- Bolinas Bay is attempting to de-annex themselves from the Marin/Sonoma Mosquito and Vector Control District. Conservative groups feel the use of pesticides in their area is not in their best interest.
- Senator Daniel Weintraub wants to reform eminent domain on this coming ballot. The long-standing policy, enshrined in the U.S. Constitution and state laws, allows the government to force the sale of private property for public use as long as it pays the owner fair market value in return. The issue is public use. A U.S. Supreme Court case (Kelo) ignited a rebellion across the country. An older woman's home in Connecticut was taken and sold to another private person so the land would produce higher tax revenue for the government. This is rolling back the power of eminent domain through legislation and state constitutional amendments.
- The County Grand Jury visited the District in November. They were interested in our mosquito surveillance and control programs and how they are funded.
- Robert Riechel contacted Representative Mullin on requesting some copies of the Government Code of Civil Procedures as related to our trustees.
- VCJPA provided the annual reports on the pooled workers compensation program and the pooled liability program.
- We received our annual certification to operate our air pressure tank.
- We are preferred members of the California Chamber of Commerce and thus have access to HR issues and the Labor Relations Helpline.
- 22nd Vertebrate Pest Conference is slated for March 6-9, 2006. We are sending all of our technical staff to this meeting because of the close location of, Berkeley. Topics include predator management, large-scale control programs, bird management, special symposiums, pesticides and chemicals, current issues, small mammals, trapping techniques, technology exposition, wildlife diseases and human health. The cost is \$240 for each staff.

Board and Staff Announcements

President Nickolas received a letter from the Employee Association indicating that they are an active group representing employees for bargaining, negotiation and employee concerns for 2006. This letter is an annual letter which lists any additional members and indicates its desire to maintain communication with the Board of Trustees.

Clerk Williams provided all trustees with a Direct Deposit form to establish receiving their meeting expense payments through auto deposit. Direct Deposit eliminates the need to cancel any lost or stale dated checks throughout the year. Seven Trustees are signed up already.

The Budget and Salary Committee will need to begin meeting during the month of February to review our current budget and begin preparation of the next fiscal budget.

The Policy Committee has a meeting scheduled for January 18th at 12:00pm. Drafting policies related to AB1234 will be on the agenda.

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for February 8, 2006 at 7:00.

Adjournment

MOTION: Adjournment. Riechel/Honan, carried unanimously. 9:07pm

Approved:

District Manager

President

Date